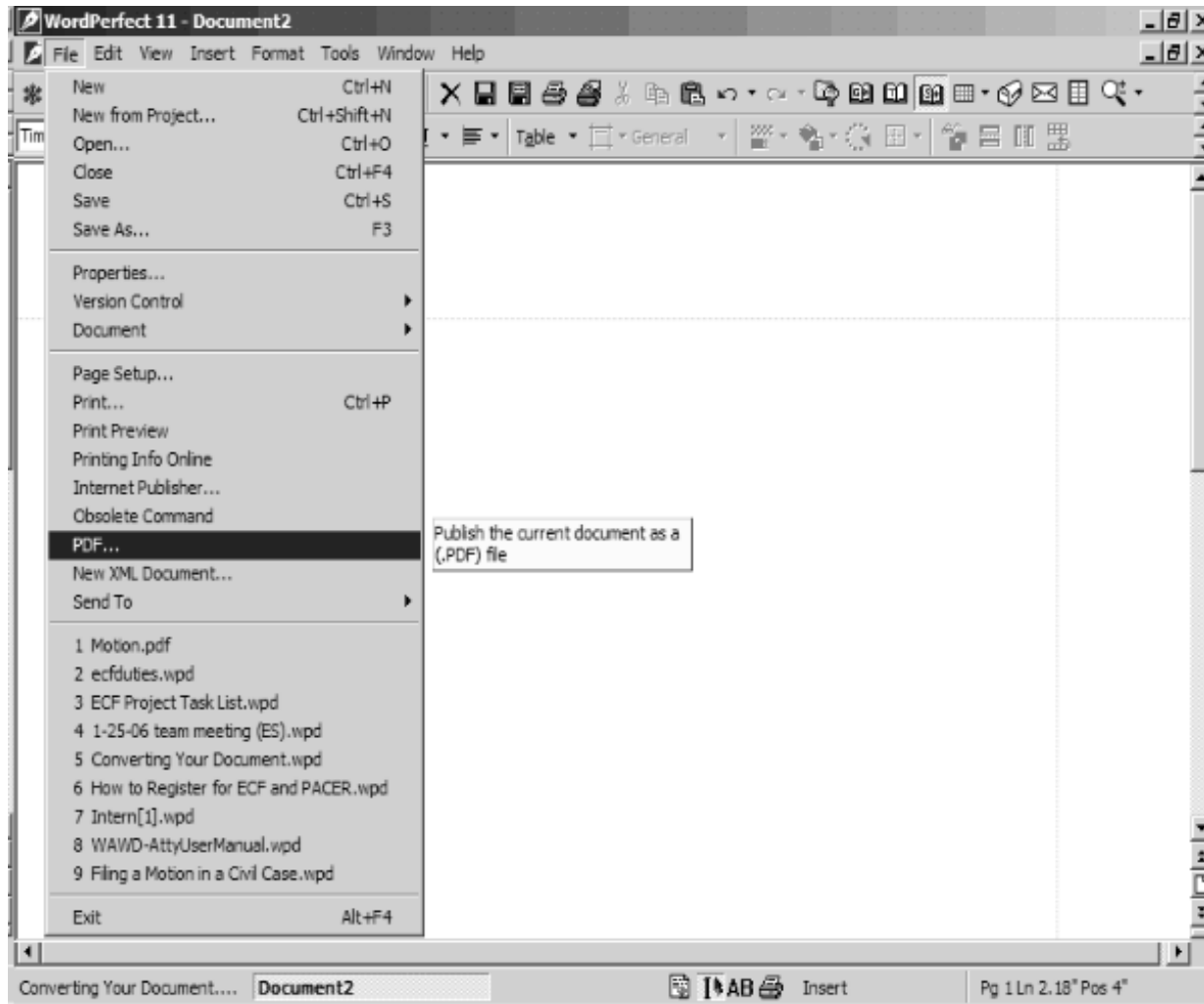


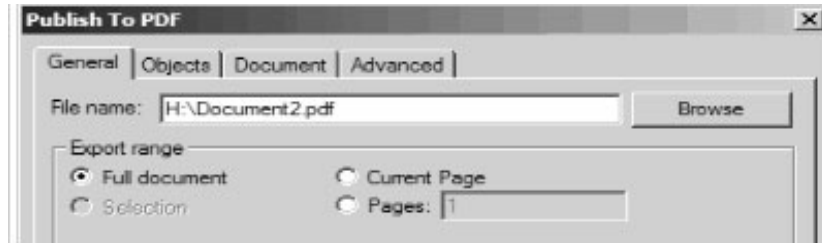
# Convert Your Document to a PDF

Instructions for Word Perfect 9-12 users:

- Choose PDF from the File Menu



- In the File Name box, specify the name of the PDF document.
- Word Perfect automatically suggests a name for you, placing the Acrobat file in the same folder as your existing document but adding a .pdf extension instead.)
- Click OK.



- Word Perfect converts your document to PDF format, and maintains formatting such as columns, headers, and page numbers.

#### Instructions for All Other Word Processing programs:

- Install pdf conversion software on your computer.
- Follow the instructions for your software.

For pdf conversion software information, downloads and links, visit these Web sites:

- [www.adobe.com](http://www.adobe.com)
- [www.pdfzone.com](http://www.pdfzone.com)
- [www.planetpdf.com](http://www.planetpdf.com)